

The Law Offices of William W. Cochran II, LLC  
3555 Stanford Rd., Suite 230  
Fort Collins, CO 80525

11-30-01

974

Section 1

PATENT APPLICATION

DOCKET NO. TECB.01USU1

IN THE  
UNITED STATES PATENT AND TRADEMARK OFFICE

Inventor(s): James J. Graham & Dallen Campbell

Examiner:

Serial No.: 09/905,627

Group Art Unit: 2171

Filing Date: July 13, 2001

Title: On-Line Facilities Management Tool

ASSISTANT COMMISSIONER FOR PATENTS  
Washington, D.C. 20231

TRANSMITTAL LETTER FOR SUBMITTAL OF MISSING PARTS (SMALL ENTITY)

Sir:

This is in response to a Notice to File Missing Parts of Application under 37 CFR 1.53(d) mailed on August 30, 2001. Enclosed is a copy of said Notice and the following documents and fees to complete the filing requirements of the above-identified application.

(X) Executed Declaration and Power of Attorney. The above-identified application is the same application which the inventor executed by signing the enclosed declaration.

( ) Statutory basic filing fee ( ) Utility ( ) Design

( ) Additional claim fee of \$

(X) Missing Parts Surcharge \$65

( ) Petition for Extension of Time for reply to Notice of Missing Parts is attached.

(X) one month (\$55)

( ) two months (\$200)

( ) three months (\$460)

( ) four months (\$720)

(X) Attached is a check for \$120.00

At any time during the pendency of this application, please charge any additional fees required or credit any overpayment to Deposit Account 50-1491 pursuant to 37 CFR 1.25.

( ) A duplicate copy of this transmittal letter is enclosed.

I hereby certify that this correspondence is being deposited  
with the United States Postal Service as:

[ ] First Class Mail

[X] "Express Mail Post Office to Addressee" service  
under 37 CFR 1.10

"Express Mail" label no.: ET579254714US

in an envelope addressed to:

Assistant Commissioner for Patents

U.S. Patent and Trademark Office

**Box Missing Parts**

P. O. Box 2327

Arlington, VA 22202

Respectfully submitted,

By William W. Cochran II  
Attorney/Agent for Applicant(s)  
William W. Cochran II  
Reg. No. 26,652

Date: November 28, 2001

Telephone No.: (970) 377-6363

Date of Deposit or Transmission: November 28, 2001

Signature: Christie Cochran

Typed Name: Christie Cochran

12/03/2001 JAD001 00000014 09905627 55.00 OP  
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## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/905,627	07/13/2001	James J. Graham	TECB.01USU1

CONFIRMATION NO. 3700

## FORMALITIES LETTER



\*OC000000006499464\*

Cochran & Collins LLP  
Suite 230  
3555 Stanford Road  
Fort Collins, CO 80525

Date Mailed: 08/30/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The signature of the following inventor(s) is missing from the oath or declaration:  
*Dallen Campbell*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 65.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

*A copy of this notice **MUST** be returned with the reply.*

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*Ahmad*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE